



Sterling Community School
251 Sterling Road
Sterling, CT 06377

“Our mission is to foster a safe and
engaging learning environment”

Telephone: (860) 564-2728
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Website: www.sterlingschool.org

Theodore Friend, Superintendent
Cory Luba, IT Director

INVITATION FOR PROPOSALS

25-26 Network Access Points & Switches

Sterling Community School invites bids from qualified vendors for the purchase of networking equipment under ERATE for FY25.

Please return proposals to:

Sterling Community School
ATTN: Cory Luba
251 Sterling Road
Sterling, CT 06377

By March 27, 2026

LEGAL NOTICE

Sterling Community School invites bids for the purchase of network access points and switches to support the needs of the school district. The bidding window opens on **February 27, 2026** and closes on **March 27, 2026** at **11:00 AM EST**. All bids must be submitted electronically, mailed, and/or hand-delivered before the bid deadline.

A copy of the RFP is available on our website at www.sterlingpsct.gov/rfp or in-person by visiting Sterling Community School, 251 Sterling Road, Sterling, CT 06377. Please consult the school calendar for in-session days. Typical business hours are Monday through Friday from 8:00 AM to 4:00 PM. You may call (860) 564-2728 to confirm whether the building is open.

Sterling Community School retains the right to modify or terminate this Invitation for Proposals, accept any or all portions of a proposal, reject all proposals, waive any informalities or non-material deficiencies in a proposal, and award the contract to the lowest proposal that meets the criteria specified in the Invitation for Proposals and serves the best interests of the school.

1. Products Requested

The products listed below are desired by Sterling Community School:

Access Points

- 55x Ubiquiti U7-Pro-XGS
- 5x Ubiquiti E7-Campus
- 8x Ubiquiti U7-Pro-Outdoor

Switches

- 3x USW-Pro-XG-Aggregation
- 16x USW-Pro-XG-48-PoE
- 1x USW-Pro-Max-24-PoE
- 1x USW-Pro-XG-8-PoE
- 4x USW-Flex-2.5G-8-PoE

Internal Connections

- 4x Ubiquiti UACC-AOC-SFP28-0.5M
- 10x Ubiquiti UACC-AOC-SFP28-1M
- 6x Ubiquiti UACC-AOC-SFP28-3M
- 6x Ubiquiti UACC-AOC-SFP28-5M
- 8x Ubiquiti UACC-OM-SFP28-SR

2. Requirements

The following are requirements of the RFP:

1. All service providers submitting a bid must have a thorough understanding of the E-Rate rules and regulations and agree to participation under the Universal Service support Mechanism for Schools and Libraries (known as the "E-Rate" Program).

2. All contracts entered into as a result of this RFP will be contingent upon the specific funding of the FRN at the percentage rate submitted.
3. The contractor is responsible for providing a valid SPIN (Service Provider Identification Number) at the time the bid is submitted.
4. The applicant reserves the right to deny any or all proposals associated with this RFP, even with funding approval.
5. The School District will accept only new originally manufactured contract equipment, materials and/or goods. The District will not accept any equipment, materials or contract goods that have been refurbished, rebuilt, restored, or renovated in any manner.
6. Bids may be broken down to include one or more areas of the scope of work, bids submitted must be inclusive of all items requested for that area:

Access Points

Switches

Internal Connections

7. These projects depend on partial funding from the Erate program and should be completed within the current funding year. All contracts entered into as a result of this RFP will be contingent upon the specific funding of the FRN at the percentage rate submitted.
8. An alternative design proposal may be offered for consideration and must be clearly marked with detailed explanations of how it differs yet still meets the needs and expectations of the School District's Desired Proposal.
9. We reserve the right to enter into discussions and/or negotiations with one or more qualified vendors at the same time. This agreement may be revised, including, but not limited to dates, terms, services, and pricing levels. Any contract revisions or amendments are considered a minor contract modification and permitted under the agreement.
10. Applicant requires discounts be applied via a Service Provider Invoice (SPI)

3. Questions

If any questions, comments, or clarification is needed, please contact Cory Luba via e-mail at cluba@sterlingschool.org. All questions, comments, and clarification must be received at least two days prior to the RFP's close date or by **March 27, 2026** at 11:00 AM EST.

4. Submission Instructions

All mailed, shipped, or delivered RFPs must be submitted in a sealed envelope and include the bidder's first and last name, company name, the words **25-26 Network Access Points & Switches**. If mailing or shipping, please send your proposal to Sterling Community School ATTN: Cory Luba, 251 Sterling Rd, Sterling, CT, 06377. If you will be hand-delivering the proposal, please stop by Sterling Community School located at 251 Sterling Rd, Sterling, CT 06377 during normal business hours and inform the Main Office that this is a submission to the 25-26 Network Access Point & Switches RFP.

Bids may also be sent via e-mail to rfps@sterlingschool.org. Bids received via e-mail will be opened following any mailed, shipped, or hand-delivered proposals. A confirmation email will be sent on or after the closure of the RFP to verify receipt of any proposals. Proposals will not be opened until on or after December 5, 2023 regardless of submission method. Faxed bids will not be accepted for this RFP.